**Voluntary Appointments 2022**

**Guidance for Applicants.**

Whilst relatively straight forward, making an application for a place on a committee of The Welding Institute does take time. This Guidance note sets out some suggestions on how to minimise the effort required without losing any of the quality these applications require.

**Does the applicant have to be a member of The Welding Institute?**

Yes – Committees of The Welding Institute provide the governance and oversight on behalf of members and as such are comprised of individuals selected from the Membership body. The Institute welcomes applications from any member with the relevant qualities and experience who are able to commit time and energy to the role. Ideally, those making an application will be familiar with the work of the Institute’s committees. The Welding Institute particularly welcomes applications from groups currently under represented on our boards and committees.

**What is the selection process?**

The Selection Panel want to see evidence of an ability and/or experience of meeting the requirements for the role. The Selection Panel will consist of members of The Welding Institute with experience of industry and The Welding Institute’s work. All applications remain confidential to the Selection Panel. All candidates will be notified of the outcome of their application. Successful candidates will be invited to take part in a brief induction before they take up the role.

**How do I fill in the Form?**

The Selection Panel welcomes information in any ‘readable’ format but keep it simple. Key facts on the form supported by appendices to illustrate the key points if required will suffice. A short video of the Candidate explaining their work may help achieve this. Time and effort invested at this stage of the process could potentially be of significant assistance in supporting the work of the candidate, their employer and The Welding Institute the future.

**Why do I have to complete an application form for a voluntary role?**

Whilst our committee roles and other roles are entirely voluntary, The Welding Institute is keen to ensure all candidates have the same opportunity to contribute to The Welding Institute’s work. Standardised applications assist the Selection Panel and offer an equal opportunity for all candidates to engage with the work of The Welding Institute.